



APPLICATION FOR EMPLOYMENT

Please follow instructions carefully, and complete the entire application.
A resume may also be included with the email submission.

Position applying for: Date:

GENERAL INFORMATION

Name (Last, First, Middle Initial): Telephone: Cell Phone: Email:

Mailing Address: City: State: Zip:

Have you submitted an application to TMI before? Yes No
If yes, give date(s) and position(s):

Have you ever been employed by TMI before? Yes No
If yes, give date(s): From: To:

Can you provide proof, if hired, that you are eligible to work in the United States? Yes No

Have you ever been convicted, pled guilty, or no contest to a crime? Answering yes to this question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.
 Yes No
If yes, please provide date(s) and details:

Do you have relatives employed by TMI? Yes No
If yes, provide name(s), relationship and department:

Referral Source (Please select the appropriate category and name the source.)

<input type="radio"/> TMI Employee <input type="text"/>	<input type="radio"/> Job Service <input type="text"/>
<input type="radio"/> School <input type="text"/>	<input type="radio"/> TMI Web Site <input type="text"/>
<input type="radio"/> Advertisement <input type="text"/>	<input type="radio"/> Walk-In <input type="text"/>
<input type="radio"/> Job Fair <input type="text"/>	<input type="radio"/> Other <input type="text"/>

Date available to begin work:
Annual salary or hourly rate of pay desired: \$ per: Hour Year

EDUCATION AND/OR TRAINING

School (Including City & State)	Years Completed	Completed	Major/Minor
1. <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="radio"/> Diploma <input type="radio"/> GED <input type="radio"/> Other <input type="text"/> Degree: <input type="text"/>	<input type="text"/>
2. <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="radio"/> Diploma <input type="radio"/> GED <input type="radio"/> Other <input type="text"/> Degree: <input type="text"/>	<input type="text"/>
3. <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="radio"/> Diploma <input type="radio"/> GED <input type="radio"/> Other <input type="text"/> Degree: <input type="text"/>	<input type="text"/>
4. <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="radio"/> Diploma <input type="radio"/> GED <input type="radio"/> Other <input type="text"/> Degree: <input type="text"/>	<input type="text"/>

Type of employment desired: Full-Time Part-Time Educational Co-Op Seasonal

Type of work schedule interested in (Check all that apply): Days Nights Weekends



EMPLOYMENT HISTORY

- Provide detail - do not use "See Resume".
- Start with your current or most recent job. Include armed forces service and self-employment.
- Any change of job title under the same employer should be considered a separate position.
- Complete sections as you have additional employment history.

May we contact your current employer for a reference? Yes No Not Applicable

1	Employer: <input style="width: 95%;" type="text"/>	Phone: <input style="width: 95%;" type="text"/>	Supervisor's Name: <input style="width: 95%;" type="text"/>
Type of Business: <input style="width: 95%;" type="text"/>		Address: <input style="width: 95%;" type="text"/>	
Your Job Title: <input style="width: 95%;" type="text"/>		Dates Employed (Include Month & Year): Start: <input style="width: 15%;" type="text"/> End: <input style="width: 15%;" type="text"/>	Average Hours Worked Per Week: <input style="width: 15%;" type="text"/>
Duties: <input style="width: 95%;" type="text"/>			
Monthly Salary: \$ <input style="width: 20%;" type="text"/>		Reason for Leaving: <input style="width: 95%;" type="text"/>	
2	Employer: <input style="width: 95%;" type="text"/>	Phone: <input style="width: 95%;" type="text"/>	Supervisor's Name: <input style="width: 95%;" type="text"/>
Type of Business: <input style="width: 95%;" type="text"/>		Address: <input style="width: 95%;" type="text"/>	
Your Job Title: <input style="width: 95%;" type="text"/>		Dates Employed (Include Month & Year): Start: <input style="width: 15%;" type="text"/> End: <input style="width: 15%;" type="text"/>	Average Hours Worked Per Week: <input style="width: 15%;" type="text"/>
Duties: <input style="width: 95%;" type="text"/>			
Monthly Salary: \$ <input style="width: 20%;" type="text"/>		Reason for Leaving: <input style="width: 95%;" type="text"/>	
3	Employer: <input style="width: 95%;" type="text"/>	Phone: <input style="width: 95%;" type="text"/>	Supervisor's Name: <input style="width: 95%;" type="text"/>
Type of Business: <input style="width: 95%;" type="text"/>		Address: <input style="width: 95%;" type="text"/>	
Your Job Title: <input style="width: 95%;" type="text"/>		Dates Employed (Include Month & Year): Start: <input style="width: 15%;" type="text"/> End: <input style="width: 15%;" type="text"/>	Average Hours Worked Per Week: <input style="width: 15%;" type="text"/>
Duties: <input style="width: 95%;" type="text"/>			
Monthly Salary: \$ <input style="width: 20%;" type="text"/>		Reason for Leaving: <input style="width: 95%;" type="text"/>	
4	Employer: <input style="width: 95%;" type="text"/>	Phone: <input style="width: 95%;" type="text"/>	Supervisor's Name: <input style="width: 95%;" type="text"/>
Type of Business: <input style="width: 95%;" type="text"/>		Address: <input style="width: 95%;" type="text"/>	
Your Job Title: <input style="width: 95%;" type="text"/>		Dates Employed (Include Month & Year): Start: <input style="width: 15%;" type="text"/> End: <input style="width: 15%;" type="text"/>	Average Hours Worked Per Week: <input style="width: 15%;" type="text"/>
Duties: <input style="width: 95%;" type="text"/>			
Monthly Salary: \$ <input style="width: 20%;" type="text"/>		Reason for Leaving: <input style="width: 95%;" type="text"/>	



5	Employer: <input style="width: 95%;" type="text"/>	Phone: <input style="width: 95%;" type="text"/>	Supervisor's Name: <input style="width: 95%;" type="text"/>
Type of Business: <input style="width: 95%;" type="text"/>		Address: <input style="width: 95%;" type="text"/>	
Your Job Title: <input style="width: 95%;" type="text"/>		Dates Employed (Include Month & Year): Start: <input style="width: 15%;" type="text"/> End: <input style="width: 15%;" type="text"/>	
		Average Hours Worked Per Week: <input style="width: 15%;" type="text"/>	
Duties: <input style="width: 95%;" type="text"/>			
Monthly Salary: \$ <input style="width: 20%;" type="text"/>		Reason for Leaving: <input style="width: 95%;" type="text"/>	

OTHER EDUCATION / TRAINING / SKILLS

COMPUTER SKILLS (HARDWARE & SOFTWARE)

RELATED VOLUNTEER EXPERIENCE

LICENSE OR CERTIFICATION

License/Certification	State	Profession	License/Certification #	Expiration Date
1. <input style="width: 95%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
2. <input style="width: 95%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
3. <input style="width: 95%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

REFERENCES

Name	Title/Occupation	Relationship to You	Number of Years Known	Phone
1. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
2. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
3. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
4. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

I certify that all information contained in this application and any attachments are true and complete to the best of my knowledge. I understand that any willful misrepresentation, false statement, or omission by me in the application or interview process will be cause for rejection of my application or termination of my employment. I authorize investigation of all statements made on this application and any attachments, and I release all persons, companies, and organizations from liability for providing or receiving such information. I further understand that this employment application and other employment related documents are not contracts of employment, and that any oral or written statements to the contrary are hereby expressly disavowed.

A typed name is considered a signature. Applicant Name: Date:



VOLUNTARY INFORMATION

TMI considers all applications for positions of employment without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve/national guard or any other similar protected status. We also comply with all applicable laws governing employment practices and do not discriminate on the basis of any unlawful criteria.

To be completed by applicant on a voluntary basis. Not for interview purposes. To be filed separately from application.

In an effort to comply with requirements regarding government record keeping, reporting and other legal obligations which may apply, we invite you to complete this applicant data survey. Providing this information is **STRICTLY VOLUNTARY**. Failure to provide it will not subject you to any adverse personnel decision or action. Your cooperation is appreciated.

Please be advised that this survey is not a part of your official application for employment. It will not be used in any hiring decision. The information will be used and kept confidential in accordance with applicable laws and regulations.

APPLICANT INFORMATION

Name (Last, First, Middle Initial): <input type="text"/>		Telephone: <input type="text"/>	Cell Phone: <input type="text"/>
Mailing Address: <input type="text"/>	City: <input type="text"/>	State: <input type="text"/>	Zip: <input type="text"/>
<input type="radio"/> Male <input type="radio"/> Female			
Please select one of the following Equal Employment Opportunity Identification Groups:			
<input type="radio"/> American Indian / Alaska Native	<input type="radio"/> White		
<input type="radio"/> Native Hawaiian / Other Pacific Islander	<input type="radio"/> Black / African American		
<input type="radio"/> Hispanic / Latino (White race only)	<input type="radio"/> Asian		
<input type="radio"/> Hispanic / Latino (All other races)			

FOR TMI ADMINISTRATIVE USE ONLY

Position(s) applied for: <input type="radio"/> Available <input type="radio"/> Not Available <input type="radio"/> Other: <input type="text"/>
Other positions considered for: <input type="text"/>
Hired: <input type="radio"/> Yes <input type="radio"/> No
From the EEO job classifications listed below, which one best describes the position filled?
<input type="radio"/> Officials and Managers <input type="radio"/> Craft Workers (Skilled) <input type="radio"/> Professionals <input type="radio"/> Operatives (Semi-skilled) <input type="radio"/> Technicians <input type="radio"/> Laborers (Un-skilled) <input type="radio"/> Sales Workers <input type="radio"/> Service Workers <input type="radio"/> Office and Clerical Workers
Notes: <input type="text"/>
Completed by: <input type="text"/> Date: <input type="text"/>